

ERIE COUNTY DEPARTMENT OF SOCIAL SERVICES

QUESTIONS & ANSWERS REGARDING RFP # 1318VF: Worksites Offering Occupational Training to Recipients of Temporary Assistance Who are Enrolled in Treatment Programs

Questions submitted via e-mail and at the Bidder's Conference on June 10, 2013

QUESTION		ANSWER
1.	Please provide the current incumbent's name.	The current holder of this contract is Mental Health Peer Connections.
2.	On the budget attachments ("Appendix B"), should proposers use the columns for Agency Budget <u>and</u> Cost Center?	Yes, both columns. One looks at the agency's operating budget as a whole, and the other looks at just that portion of the agency's budget that will be involved in delivering the specific contracted service being RFP'd.
3.	What is the population being targeted by this service?	This population consists of adults with children in receipt of Temporary Assistance to Needy Families (TANF) or Safety Net (Family) Assistance, who are enrolled in a treatment program for substance abuse or mental health.
4.	Does the winning proposer have to provide all of the work experience themselves, or can they cultivate relationships with other community agencies to arrange for work experiences offsite?	The winning proposer can make their own arrangements with other work experience providers, as long as they are not-for-profit agencies.
5.	How is the winning proposer reimbursed for services provided?	The provider agency must provide monthly reports of all participants in the program, for both attendance and progress. Payment is made when certain agreed-upon benchmarks are met. 30- day retention is one of the benchmarks for payment.
6.	How many providers will be chosen to offer these services?	Generally only one provider is chosen for this contract, however the County reserves the right to select more than one provider if that best suits the needs of the Department. There are several contract offerings that are similar to this service, each targeting different populations. Not all are on the same RFP cycle.
7.	Where do the referrals come from?	The ECDSS Employment Counselor will make all referrals to the program.
8.	Can individuals come to the provider agency directly and join the program?	The provider agency must contact the individual's ECDSS Employment Counselor to be sure the individual meets the eligibility criteria for the program.
9.	The RFP says this program must serve 300 individuals per year. Is this correct?	Yes. There does not need to be 300 individuals active at any one time. The successful proposer must accept 300 referrals over the course of a year.
10.	It is the provider's job to monitor the participant's compliance with their treatment program?	Yes, the agency must monitor treatment compliance. Information on each participant will be communicated to the ECDSS Employment Counselor through regular monthly reporting, however when an individual is non-compliant with treatment, the successful proposer must contact the individual's Employment Counselor <u>immediately</u> for follow-up with the client.
11.	Is employment a benchmark?	Possibly, if job placement services are included as a contracted service with the winning proposer. Each participant's Individual Service Plan will be unique.